



4333-15

**DEPARTMENT OF THE INTERIOR**

**Fish and Wildlife Service**

**[FWS-HQ-NCTC-2017-N086; FF09X32000-178-FXGO16610900400; OMB Control Number 1018-0115]**

**Agency Information Collection Activities: Application for Training, National Conservation Training Center**

**AGENCY:** Fish and Wildlife Service, Interior.

**ACTION:** Notice; request for comments.

**SUMMARY:** We (U.S. Fish and Wildlife Service, Service) will ask the Office of Management and Budget (OMB) to approve the information collection (IC) described below. As required by the Paperwork Reduction Act of 1995 and as part of our continuing efforts to reduce paperwork and respondent burden, we invite the general public and other Federal agencies to take this opportunity to comment on this IC. This IC is scheduled to expire on February 28, 2018. We may not conduct or sponsor and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number.

**DATES:** To ensure that we are able to consider your comments on this IC, we must receive them by **[INSERT DATE 60 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER]**.

**ADDRESSES:** Send your comments on the IC to the Service Information Collection Clearance Officer, U.S. Fish and Wildlife Service, MS: BPHC, 5275 Leesburg Pike,

Falls Church, VA 22041–3803 (mail); or Info\_Coll@fws.gov (email). Please include “1018–0115” in the subject line of your comments.

**FOR FURTHER INFORMATION CONTACT:** Service Information Collection Clearance Officer, at Info\_Coll@fws.gov (email) or (703) 358–2503 (telephone).

**SUPPLEMENTARY INFORMATION:**

**I. Abstract**

The U.S. Fish and Wildlife Service National Conservation Training Center (NCTC) in Shepherdstown, West Virginia, provides natural resource and other professional training for Service employees, employees of other Federal agencies, and other affiliations, including State agencies, private individuals, not-for-profit organizations, and university personnel. FWS Form 3–2193 (Training Application) is a quick and easy method for prospective students who are not from the Department of the Interior to request training. We encourage applicants to use FWS Form 3–2193 and to submit their requests electronically. However, we do not require applicants to complete both a training form required by their agency and FWS Form 3–2193. NCTC will accept any single training request as long as each submission identifies the name, address, and phone number of the applicant, sponsoring agency, class name, start date, and all required financial payment information.

NCTC uses data from the form to generate class rosters, class transcripts, and statistics, and as a budgeting tool for projecting training requirements. It is also used to track attendance, mandatory requirements, tuition, and invoicing for all NCTC–sponsored courses both onsite and offsite.

**II. Data**

**OMB Control Number:** 1018–0115.

**Title:** Application for Training, National Conservation Training Center.

**Service Form Number:** FWS Form 3–2193.

**Type of Request:** Extension of a currently approved collection.

**Description of Respondents:** Persons who wish to participate in training given at or sponsored by the National Conservation Training Center (NCTC).

**Respondent's Obligation:** Required to obtain or retain a benefit.

**Frequency of Collection:** On occasion when applying for training at NCTC.

**Estimated Annual Number of Respondents:** 250.

**Estimated Total Annual Responses:** 250.

**Estimated Time Per Response:** 10 minutes.

**Estimated Total Annual Burden Hours:** 42.

**Estimated Annual Non-hour Burden Cost:** None.

### **III. Comments**

We invite comments concerning this information collection on:

- Whether or not the collection of information is necessary, including whether or not the information will have practical utility;
- The accuracy of our estimate of the burden for this collection of information;
- Ways to enhance the quality, utility, and clarity of the information to be collected; and
- Ways to minimize the burden of the collection of information on respondents.

Comments that you submit in response to this notice are a matter of public record. We will include or summarize each comment in our request to OMB to approve this IC. Before including your address, phone number, email address, or other personal identifying information in your comment, you should be aware that your entire comment, including your personal identifying information, may be made publicly available at any time. While you can ask us in your comment to withhold your personal identifying information from public review, we cannot guarantee that we will be able to do so.

#### **IV. Authorities**

The authorities for this action are the Government Employees Training Act (5 U.S.C. 4101 et seq.); Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d–2000d-7); Executive Order 11348 (“Providing for the further training of Government employees”), as amended by Executive Order 12107 (“Relating to the Civil Service Commission and labor-management in the Federal Service”) (see 5 CFR 410, subpart C, “Establishing and Implementing Training Programs”); and the Paperwork Reduction Act of 1995 (44 U.S.C. 3501 et seq.).

Dated: June 27, 2017.

**Madonna L. Baucum,**

*Information Collection Clearance Officer,*

*U.S. Fish and Wildlife Service.*

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